



The Oakwood Centre, Headley Road, Woodley, Berkshire, RG5 4JZ
www.woodley.gov.uk

To: **Members of the Leisure Services Committee**

Councillors: D. Bragg (Chairman); N. Al-Sanjari; K. Baker; M. Doyle; A. Heap;
S. Rahmouni; D. Smith; B. Soane; A. Swaddle.

NOTICE IS HEREBY GIVEN that a meeting of the Leisure Services Committee is to be held at 8:00pm on Tuesday 17 November 2020, at which your attendance is requested. This will be a virtual meeting, as authorised by the Coronavirus Act (2020), Section 78.

Deborah Mander
Town Clerk

AGENDA

1. **APOLOGIES**
2. **DECLARATIONS OF INTEREST**
To receive any declarations of interest from Members on agenda items.
3. **MINUTES OF THE MEETING HELD ON 1 SEPTEMBER 2020** Page 3
To approve the minutes of the meeting of the Leisure Services Committee held on 1 September 2020 and for the Chairman to sign them as a true and accurate record.
4. **JUST AROUND THE CORNER (JAC)**
 - a) To receive the report from JAC. **(Appendix 4a)** Page 9
 - b) To receive a letter from JAC regarding the current service level agreement. **(Appendix 4b)** Page 11

5. **COMMUNITY YOUTH PARTNERSHIP**
 - a) To appoint a member to the vacant place on the Community Youth Partnership.
 - b) To receive **Report No. LS 14/20** of the Community Youth Partnership meeting held on 15 October 2020. Page 12
 - c) To receive **Report No. LS 15/20** of the Community Youth Partnership meeting held on 4 November 2020. Page 15

6. **BUDGETARY CONTROL**
To note **Report No. LS 16/20**. Page 18

7. **WOODFORD PARK LEISURE CENTRE, SPORTS DEVELOPMENT AND ACTIVITIES**
To receive **Report No. LS 17/20**. Page 20

8. **PARKS AND BUILDINGS**
To receive **Report No. LS 18/20**. Page 21

9. **TOWN CENTRE TREE GARDEN**
To consider **Report No. LS 19/20**. Page 24

10. **FUTURE AGENDA ITEMS**
To propose future agenda items for the Committee's consideration.

11. **PUBLICITY & WEBSITE**
To consider which items to publicise.

12. **MINUTES OF THE URGENCY COMMITTEE**
 - a) To note the minutes of the Urgency Committee meeting held on 5 October 2020. (**Report No. LS 20/20**) Page 28
 - b) To note the minutes of the Urgency Committee meeting held on 9 November 2020. (**Report No. LS 21/20**) Page 34

**Minutes of a meeting of the Leisure Services Committee held remotely
on Tuesday 1 September 2020 at 8:00 pm**

Present: *Councillors D. Bragg (Chairman); N. Al-Sanjari; K. Baker; M. Doyle;
A. Heap; D. Smith; A. Swaddle*

Officers present: *D. Mander, Town Clerk; K. Murray, Deputy Town Clerk;
E. Whitesmith, Leisure Services Manager; L. Matthews, Committee Officer
T. Gough, Grounds Maintenance Manager*

Also present: *Sam Milligan, Just Around the Corner charity
2 members of the public*

1. **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors S. Rahmouni and B. Soane.

2. **DECLARATIONS OF INTEREST**

There were no declarations of interest made by Members.

3. **MINUTES OF THE MEETING HELD ON 14 JANUARY 2020**

RESOLVED:

- ◆ That the minutes of the Leisure Services Committee meeting of 14 January 2020 be approved and signed by the Chairman as a correct record.

4. **JUST AROUND THE CORNER (JAC)**

Sam Milligan, Just Around the Corner charity (JAC), was welcomed to the meeting and presented the JAC report. He informed Members that both JAC and the equine centre, Rehoboth, were recognised as essential agencies and had been allowed to keep operating during the restrictions introduced to limit the spread of Covid-19. JAC had continued their outreach work during the pandemic and had also helped with the delivery of food parcels, which had helped them to maintain contact with vulnerable families.

Sam Milligan answered questions about JAC's outreach work and confirmed that they visited the Sandford Farm development but did not go over the river. He also confirmed that JAC worked closely with other agencies, such as ARC, and referred young people to these agencies when necessary. In reply to a question about how the Council could ensure that the work JAC was carrying out was providing value for money, Sam Milligan said that JAC was providing the services specified in the service level agreement and that numerical data would be reported at future meetings.

In reply to further questions, Sam Milligan informed Members that JAC had not seen any evidence of domestic violence during the pandemic, but were aware that there had been a significant increase in the levels of anxiety among young people. He also reported that JAC had not seen signs of drug activity in Woodley, but that did not mean that it was not occurring.

Sam Milligan updated Members on the Loddon Mead project and reported that young people had started to visit again in the past month and had continued working on the art work, which was being done on boards that could be stored away from the site. He confirmed that Councillor Richard Skegg had been in contact with JAC and had visited the

Loddon Mead site and the land over the river formerly used for park and ride. The mention of Borough Councillor Richard Dolinski in the report was an error.

The Chairman thanked Sam Milligan for his report and for attending the meeting.

5. **BUDGETARY CONTROL**

The Town Clerk presented Report No. LS 9/20 and reported that overall expenditure was below the level that would be expected at this point in the year, mainly due to many of the facilities being closed for several months due to the Covid-19 restrictions. Members were informed that income for leisure services was well below the expected level and mainly consisted of furlough payments from the government for staff that were unable to work because of the Covid-19 restrictions. When asked whether income predictions taking into account the effect of the pandemic had been produced, the Town Clerk replied that predictions had been made previously, but now that more activities were possible at Woodford Park Leisure Centre, the August income figures would allow a more accurate prediction to be made. The spreadsheet would be updated later in the week and would be circulated to all Councillors. The Council's financial situation would be discussed at the next meeting of the Strategy and Resources Committee on 15 September 2020.

RESOLVED:

- ◆ To note Report No. LS 9/20.

6. **WOODFORD PARK LEISURE CENTRE, SPORTS DEVELOPMENT AND ACTIVITIES**

The Leisure Services Manager presented Report No. LS 10/20 and informed Members that Woodford Park Leisure Centre had been closed from 21 March until early in July, when lockdown measures started to be eased. During that time, all Centre staff (apart from the Leisure Services Manager) had been furloughed and the only activity within the Centre had been maintenance work and routine building checks. Some outdoor activities were able to resume from 6 July and the "Gym IN the Car Park" programme was launched to provide outdoor exercise classes for gym members. The leisure centre officially reopened on 27 July for certain activities, in line with Government advice. By the end of August approximately 50% of the Centre staff had returned to work.

When asked about the staff members who were currently not working, the Leisure Services Manager replied that they would return to work as more business returned. Business would normally be expected to increase in September, as hirers returned when the school holidays ended, and it was hoped that all leisure centre staff would therefore be back at work by October.

In reply to a question, the Leisure Services Manager said that it was difficult to gauge what impact the opening of the new Bulmershe Leisure Centre would have, but the main effect was likely to be on gym membership. Many gym members had stayed at Woodford Park Leisure Centre because they did not want to be tied in to a long-term contract and also because they appreciated the more friendly and personal nature of the centre. Members suggested that the marketing strategy should stress the community links and personal approach of the leisure centre and note that it is funded and supported by the Town Council.

The Chairman thanked all the staff at the leisure centre for the wonderful job they were doing.

RESOLVED:

- ◆ To note Report No. LS 10/20.

7. **PARKS AND BUILDINGS**

The Deputy Town Clerk presented Report No. LS 11/20 and informed Members of the work undertaken at the leisure centre to allow the function room to be utilised as an extension to the gym, enabling the gym to operate more effectively while observing social distancing requirements. Members noted that it was not feasible to open the paddling pool while current restrictions were in place. The Deputy Town Clerk advised members that work to replace the poor quality felt roofing previously installed at the leisure centre was on-going and a report on the current situation would be presented to the next meeting of the Strategy and Resources Committee.

The Deputy Town Clerk reported on matters relating to Woodford Park and informed Members that the Rotary Club had provided funding for rose bushes, in order to establish a rose garden within the Rotary Garden. The rose garden would also provide residents with an opportunity to purchase a rose bush in memory of a loved one. Members noted that essential safety works had been scheduled to address issues with dead and dying poplars along the boundary with St Dominic Savio School and would take place during the October half term holiday. At the bowling green, three rinks had been prepared for practice sessions, but all fixtures had been cancelled for the season. New goal posts had been installed on the football pitches, with funding from the Football Foundation, and football bookings were beginning to return.

Members were pleased to note that the Council's play areas had re-opened to the public on 4 July in accordance with Government guidance, and signage had been installed at all sites advising of social distancing and other measures. In reply to a request that grass not be cut right up to the park boundaries, in order to leave an uncut margin for wildlife, the Deputy Town Clerk replied that this was being done where it was safe to do so, for example in Woodford Park, but that in play areas the nettles had to be kept under control to prevent children being stung and it was therefore necessary to cut right up to the boundary.

The Deputy Town Clerk informed Members that the allotments had been exceptionally busy during the lockdown period and there were currently 70 people on the waiting list. The project to install bee hives at the site was running successfully, with 11 bee hives in place and routine inspections being carried out by a representative from the National Bee Unit. The first batch of honey had already been produced by one of the bee keepers.

Members noted the update on the work undertaken this year by the Friends of Woodford Park and the information provided on the Council's wildlife and environmental initiatives.

Members were informed that bookings in Chapel Hall and Coronation Hall remained very quiet, as many of the bookings in these halls tended to be social gatherings, which were not currently taking place. Appropriate safety measures had been put in place in the halls so that bookings could be accommodated whenever possible. A broadband line and wifi router would be installed in Chapel Hall to enable virtual dance classes to be run by the dance school.

RESOLVED:

- ◆ To note Report No. LS 11/20.

8. **TOWN CENTRE TREE GARDEN**

The Deputy Town Clerk presented Report No. LS 12/20 and reported on the suggestions for planting and use of the space received from members of the public during a consultation conducted via the website and social media. In addition, he informed Members that the Rotary Club had volunteered to plant crocuses in the garden. Members considered the suggestions and also stressed the aim of making this a community garden, with local residents involved in helping to maintain the garden.

RESOLVED:

- ◆ To note Report No. LS 12/20.
- ◆ That the Council's ground staff produce a shortlist from the submitted suggestions, for consideration by the Committee. The short list should consist of a variety of different types of plants that would survive in the available conditions and should include fragrant plants for the enjoyment of the blind and partially sighted.
- ◆ That the proposals also include a variety of seating solutions suitable for all members of the community, in particular the elderly and disabled.

9. **EQUALITY IMPACT ASSESSMENT - SERVICE LEVEL AGREEMENT FOR THE PROVISION OF DETACHED YOUTH WORK IN WOODLEY**

The Town Clerk presented Report No. LS 13/20. Members considered whether to arrange for an Equality Impact Assessment to be carried out on the current provider of detached youth work in Woodley, who's contract ran until the end of March 2021, or to carry out this work when the new contract was awarded, possibly with a new provider, from 1 April 2021.

RESOLVED:

- ◆ To note Report No. LS 13/20.
- ◆ That an Equality Impact Assessment be carried out after the appointment of a contractor to provide detached youth work in the town from 1 April 2021.

Voting:

FOR	AGAINST
K. Baker	N. Al-Sanjari
D. Bragg	M. Doyle
D. Smith	A. Heap
A. Swaddle	
For: 4	Against: 3

At this point in the evening Councillor Doyle left the meeting.

10. **WOODFORD PARK DESTINATION PLAY AREA**

Members noted the results of the online questionnaire that had been carried out to obtain initial data and suggestions from users of the play areas in Woodford Park. This data would be included in the tender invitation pack, which would be advertised shortly. Further public consultation would be carried out on the project designs in the submitted tenders as part of the selection process. In reply to a question, the Deputy Town Clerk informed Members that, in order to reach people who did not currently use the park, the consultation would be publicised on the Council's website and social media, in the Woodley Herald and via displays at the Oakwood Centre and Woodford Park Leisure Centre.

11. **MAINTENANCE DEPOT**

Members noted the update on the project to provide a new building at the maintenance depot in Woodford Park, given in the agenda. The new building was expected to be erected in late September/early October, with the project being completed before the winter months.

12. **DRAFT CLIMATE EMERGENCY ACTION PLAN**

The Deputy Town Clerk presented the draft Climate Emergency Action Plan, which it had previously been agreed would be provided to the Leisure Services Committee for information prior to approval at the next meeting of the Strategy and Resources Committee (Leisure Services Committee meeting, 14 January 2020, minute number 51).

RESOLVED:

- ◆ To note the draft Climate Emergency Action Plan.

13. It was proposed by the Chairman and

RESOLVED:

- ◆ That as business was unlikely to be completed by 10pm the meeting continue in order to complete the business set out in the agenda.

14. **WOODLEY BOWLING CLUB**

RESOLVED:

- ◆ To accept the offer from Woodley Bowling Club of a contribution of £4,160 towards the Council's costs in the current year in respect of the annual ground rent fee and costs incurred in order that the quality of the green was maintained for future years by the Grounds Maintenance team.

15. **WOKINGHAM CULTURAL STRATEGY**

Due to the lateness of the hour and the limited time available to agree a response to the Wokingham Cultural Strategy consultation on behalf of the Council, it was

RESOLVED:

- ◆ That Members submit their own individual comments to the Wokingham Cultural Strategy consultation.

16. **TERMS OF REFERENCE OF WORKING PARTIES AND SUB COMMITTEES**

a) **Community Youth Partnership**

RESOLVED:

- ◆ To approve the Terms of Reference of the Community Youth Partnership.

Voting: For: 4 Abstentions: 2

b) **3G Pitch Steering Group**

RESOLVED:

- ◆ To approve the Terms of Reference of the 3G Pitch Steering Group.

Voting: For: 5 Abstentions: 1

c) **Woodford Park Leisure Centre Regeneration Task & Finish Group**

RESOLVED:

- ◆ To approve the Terms of Reference of the Woodford Park Leisure Centre Regeneration Task & Finish Group.

Voting: For: 5 Abstentions: 1

17. **FUTURE AGENDA ITEMS**

There were no suggestions for future agenda items.

18. **PUBLICITY AND WEBSITE**

RESOLVED:

- ◆ To publicise the following:
 - The status of Woodford Park Leisure Centre as a Town Council owned community asset with a personal approach towards service.
 - The progress of the bees project at the allotments.
 - The environmental and wildlife initiatives being undertaken by the Town Council.

The meeting closed at 10:10 pm

JAC Report November 2020

Detached sessions in the afternoons and evenings continue to be quieter than in the past, young people are generally adhering to the numbers allowed to gather in groups, although there are some that have been exceeded the rule of 6. In every size of group social distancing is not always followed.

The groups are very polite and engaging in conversations typically around how they are finding school and college in these strange times and how it has been affecting them, varying from a 'take in our stride' attitude to depression, sadness and anxiety; there has even been the occasional political discussion. There is a high sense of friendship and community through looking out for each other and good-humoured banter!

There is a small group of older boys, some of whom we haven't seen for a while, who are less engaging, their behaviour on one particular Friday evening needed be to challenged, two responded well but the rest of the group remained reluctant to engage.

During the summer there was reports from neighbouring areas of increased moped activity which has now also increased in and around Woodley too.

There have been reports about numbers of young people gathering in Southlake shops car park, however, we have only seen a few at any one time. They say they gather there because it is one of the few places where there is a light and said this was important to them especially as it comes into winter. They tend to stop off there on their way back from Sol Joel skate park and would like to see benches with lights where they could meet their friends in the park in a safe place. They also expressed their wish to have the Skate Park in Woodley extended. This has also been expressed by lots of the users of the Skate Park who would like a wider landing area and a run-off at either end of the facility. The Skate Park is the most used facility in Woodford, the table tennis and basketball hoop are used but is much less than the Skate Park, the Shelter is also well used.



On Halloween we received reports of fireworks being put through letterboxes, although we didn't see any of this.

JAC continued to keep contact with families whose children and young people are known to the Charity as being vulnerable/in-need, with the help of Share Wokingham we were able to provide food parcels (excess food from Brakes and supermarkets) and essential items (purchased by JAC from InKind Charity).

There are no further updates on the Loddon Mead project other than phone conversations with different interested parties and the conversations mentioned above with young people who use Sol Joel park and are very interested in the concept of Parkour and Skating facility. JAC is very keen to pursue the Park and Ride (although the For Sale signs are no longer displayed) and Loddon Mead areas for multiple outdoor youth activities; working with other agencies to provide a one-stop information point for our Woodley youth. We see that due to the proximity to Earley and Winnersh there is potential to get these Councils on board too.

There are 17 pupils from 9 schools in Woodley referred into the therapeutic sessions at Rehoboth and several parents refer their children directly to us.

The Coffee Van outreach through InSide Out has not started up again due to COVID-19 restrictions, this will be monitored but is unlikely to happen before spring '21.

Detached Sessions

Contacts 20_21		Sessions	Hours session	Man hours	Contacts	Family visits with food deliveries	Contacts not including food deliveries
April	Lockdown	8	10.5		50	50	0
May	Lockdown	14	21.5		164	100	64
June	Lockdown	15	25		229	75	154
July	Lockdown	15	30		160	25	135
August		9	18		61	0	61
September		14	30.5		156	25	131
October		15	43		359	82	277
Totals		90	178.5	180	1179	357	822

National Youth Agency Detached Youth Work Guidance link below sets out the basics of detached youth work and other non-building forms of youth work, and locates them in the context of COVID-19

<https://documentcloud.adobe.com/link/review?uri=urn:aaid:scds:US:f8213f57-0dc0-4e6e-9772-e0a57ae18dbf>

JUST AROUND THE CORNER (JAC) Ltd

ENCOURAGING POSITIVE CHOICES

Woodley Town Council
The Oakwood Centre
Headley Road
Woodley
Reading
RG5 4JZ

3 November 2020

Dear Deborah

After careful consideration, the Trustees and Management of JAC would like to request a suspension of the remaining period of the roll-over year of our Service Level Agreement with Woodley Town Council for detached youth work in the town.

There are a few reasons for this

- 1) The COVID-19 situation brings a lot of uncertainty in how youth work is delivered
- 2) The numbers of young people on the streets and in the parks are still in decline from last year, it would seem most, but not all, are adhering to COVID-19 guidelines and not gathering in large numbers socially
- 3) Limitations on the resources we can use so as not to encourage groups to gather
- 4) To alleviate some of the pressure on the Council's budgetary commitments in a year of lost revenue.

From its formation JAC has worked with the Council to serve the community of Woodley and wish to continue to do so in these difficult times. We are still committed to meeting the young people who are out and about in Woodley whilst remaining compliant to government guidelines as this remains beneficial to the Charity by maintaining relationships with those young people and families who use the wider services of JAC.

JAC will also use this time to evaluate and plan what youth provision in Woodley and surrounding areas may look like post pandemic, working with the Youth Partnership to prepare a 3-year strategic plan around current and future needs such as anxiety and depression. We will also carry out a mapping exercise of existing youth provision in the town to stand alongside the findings of the Council's survey.

Considering all the above and JAC's expertise with over 20 years' experience we would like to suggest that the Council consider postponing the SLA tendering for youth provision for at least another year. Bearing in mind we do not have an exit strategy from COVID-19, there will be considerable uncertainty regarding the requirements for our youth for the foreseeable future which would make any planning and delivery of a SLA very difficult.

Yours sincerely



Sam Milligan
Development Director

info@jacoutreach.org 0118 944 1444
www.jacoutreach.org 0118 979 6445

Registered office: Rehoboth, Forest Road, Wokingham, Berkshire, RG40 5QY
Registered Charity No: 1127691 | Company Registration No: 6777752



The Queen's Award for
Voluntary Service 2008

Woodley Town Council

Report of a meeting of the Community Youth Partnership on Thursday 15 October 2020 at 5pm. This meeting was held virtually.

Present:

Sam Milligan - JAC (Chairman)
Cllr Kay Gilder (Vice Chairman) – WTC
Cllr Jenny Cheng

Trina Farrance - Bulmershe Gym Club
Graham Sumbler – Woodley Baptist Church
Paul Cassidy - ARC

Also present:

Cllr Martin Doyle - WTC
Cllr Keith Baker - WTC
Cllr David Bragg - WTC
Cllr Beth Rowland - WTC

Officer present: Deborah Mander –Town Clerk

APPOINTMENT OF CHAIRMAN AND VICE CHAIRMAN

Having been duly nominated Sam Milligan was appointed Chairman and Cllr Kay Gilder was appointed Vice Chairman of the Community Youth Partnership.

APOLOGIES

Apologies were received from Laurie-Ann Price – Emmanuel Church and Steve Outen - Woodley United.

DECLARATIONS OF INTEREST

No declarations of interest were made.

MINUTES OF THE PREVIOUS MEETING

The minutes of the previous meeting held on 8 January 2020 were agreed as a correct record.

YOUTH PROVISION IN WOODLEY

Graham Sumbler reported that the Woodley Baptist Church was doing everything on line as the Church was not open at present. There had been Zoom meetings with the younger children and for a family event. Sam Milligan said that he had met up with the young people from the Friday night group who tended to gather in Sandford Park.

Paul Cassidy said that ARC had moved quickly into virtual mode at the start of the lockdown. Counsellors had been trained in using Zoom and had continued to provide counselling. ARC had continued to provide their services at the Dr Barnado's school, which had stayed open through the lockdown. Since all the schools had reopened counsellors had been working face to face with young people, although some were not in a position to take the risk of working in schools. Counselling at the Oakwood Centre had now restarted and the ARC counsellors there were appreciative of the way staff were managing the building and felt confident there.

Anxiety had been a big issue before Covid-19 and this seemed to diminish once young people didn't have to go to school. However, now they are back at school there is more pressure on students who are undertaking monthly exams in case they can't take exams next summer. This has led to a huge increase in anxiety and their not wanting to attend school. ARC is working at about 70% of its usual capacity and is not able to increase this because of operational and cleaning issues which take more time now.

ARC has moved to online systems and moved away from paper systems which allows more remote working. ARC lost two income streams during the lockdown - schools and adult counselling - and it was hoped that despite this a reasonable year end budget could be achieved.

Cllr Kay Gilder reported that although she was in touch with many of the young people from the groups she had run in the past who seemed well and stable. She didn't think there was any opportunity to resurrect the clubs because there was no facility for them to use at the present time. Locally there were some young people doing wheelies on their bikes which was upsetting people and was dangerous.

Sam Milligan reported that JAC continued to be out and about. They had received a request to call at Southlake car park where a group had been meeting but had not managed to catch up with them yet and would continue to call there.

In the town centre there have been groups congregating under the Centre Stage, particularly on rainy nights, and outside the hairdresser's. He had had interesting conversations with these groups who were really polite and interesting and it was good to see them engaging with each other and the JAC team. At Tesco's young people come and go and are generally meeting up in Sandford park and the former youth centre's car park. The skatepark at Woodford Park had been very popular through the lockdown with many parents accompanying children. This has lessened now the schools were open, although afternoons were still busy at the skatepark and youth shelter. Sam Milligan also let the Town Clerk know that some skatepark users wanted an adaptation to include a larger, deeper area at one end of the skatepark which the Town Clerk agreed to follow up.

At the Rehoboth Centre JAC used Zoom to keep in touch with young people they had been working with and had 12 young people with high anxiety visit the centre. Another 12 couldn't be reached by Zoom and JAC sent them weekly newsletters and provided a video on Facebook. They discovered that Zoom was a good way of giving a virtual tour before the young people came to the centre, which made them less anxious on their first visit.

Trina Farrance reported that the Gym had used Zoom during lockdown to keep in touch and they had continued to provide training for elite gymnasts. They had also provided recreational activities for families and kids. They are open but have restricted hours and numbers. Coaches have been great at keeping kids engaged and sent out leaflets about healthy eating and living. Some young people didn't want to be on Zoom and the coaches carried out activities on the same days each week to try and engage these young people. The Gym is trying to give all members some kind of gymnastics and activities. They are limited to 40 people in the gym and social distancing has to be observed. Parents are coming to help where possible and the Gym is saving spaces for kids who are too anxious to come back at the moment.

YOUTH SURVEY

Under this item Cllr Martin Doyle reported that Cllr Al-Sanjari had put a lot of work into the survey and has arranged for the survey she has developed, with the help of a contact at the University, to be undertaken at Waingels College and Bulmershe School. Cllr Al-Sanjari has included additional software, which Cllr Doyle had tested, and she has provided this to the schools and explained what was required. The schools will be asking their students to respond to the survey in their IT classes. At the moment she was waiting for the schools to respond.

Concern was expressed that the Community Youth Partnership had not seen the survey before it went to the schools and asked if this could be provided to the Community Youth Partnership.

LODDON MEAD PROJECT

Sam Milligan reported that the project had faltered over the lockdown. JAC had worked with Artistic on a project at the site and had prepared boards for young people to use, rather than painting on the concrete, so they could practise their artwork. This had given some credibility to the project and had reduced suspicion from the artists who regularly painted there. It was hoped that the artists using that space would help develop the young people's artwork.

Sam Milligan also reported that he and Cllr Richard Skegg had visited the site and discussed the possibility of being able to use some of the land the other side of the river. Cllr Skegg had

written to the owners, based in Nottingham but had had no reply as yet. He also advised that until the financial crisis was over this was probably a fruitless exercise. Nevertheless it was agreed to make some kind of contact with the cinema to try and find out what may be happening with the site.

OPEN FORUM

Paul Cassidy said it was very hard to look further ahead than a week at the moment - plans get side lined and it was difficult to look at anything new. In response to a question from Graham Sumbler he said ARC hadn't done any workshops on Zoom with parents.

Graham Sumbler and Laurie-Ann Price had offered to go into Waingels College to work with groups and had been offered one-to-one meetings or go into communal areas. Cllr Beth Rowland asked Graham to contact her about this. Graham had also been asked to do a couple of video assemblies for school and confirmed the high levels of anxiety that others at the meeting had reported.

Sam Milligan agreed that there appears to be a lot of testing going on in schools and young people seem a bit uptight and have strange emotions surfacing.

Under this item Sam Milligan proposed that the Community Youth Partnership consider a three-year strategy on anxiety and to look at what we can put around young people to help them and to build on the conference and workshops to take a long term view of anxiety and how it can be addressed.

Paul Cassidy supported the proposal and said that this could be broken down into four age groups where appropriate tutorials could be provided for specific issues - keeping healthy, healthy eating, being aware of isolation.

FUTURE MEETING DATES

In 2020/21:

4 November 2020, 6 January 2021, 31 March 2021 - all at 5pm.

The meeting closed at 6.00pm

Woodley Town Council

**Report of a meeting of the Community Youth Partnership on Wednesday
4 November 2020 at 5pm. This meeting was held virtually.**

Present:

Sam Milligan - JAC (Chairman)

Trina Farrance - Bulmershe Gym Club

Cllr Kay Gilder (Vice Chairman) – WTC

Paul Cassidy - ARC

Also present:

Cllr David Bragg - WTC

Cllr Beth Rowland - WTC

Officer present: Deborah Mander –Town Clerk

APOLOGIES

Apologies were received from Graham Sumbler – Woodley Baptist Church and Steve Outen - Woodley United.

DECLARATIONS OF INTEREST

No declarations of interest were made.

MINUTES OF THE PREVIOUS MEETING

The minutes of the previous meeting held on 15 October 2020 were agreed as a correct record.

YOUTH PROVISION IN WOODLEY

Survey of young people

The Town Clerk reported that she had contacted Councillor Al-Sanjari by email and had asked if Councillor Al-Sanjari could provide more information about the survey Councillor Doyle reported was now taking place in the secondary schools, where students would be asked to respond to this in IT lessons. Councillor Al-Sanjari sent an email to the Town Clerk before the start of the half term break saying she would phone to give an update. However, this had not yet happened.

It was agreed that the Town Clerk contact Councillor Al-Sanjari to provide information about the survey. If this was not forthcoming the Partnership would consider whether it should proceed with a survey through Youth Workers, Facebook and by contacting a variety of clubs/activities for young people in the town.

It was also agreed that Sam Milligan would contact the secondary schools to establish if the survey was underway.

There was a concern that the existing survey may now be irrelevant given that many things have changed following the impact of Covid, especially for young people.

PROPOSED PLAN TO ADDRESS YOUNG PEOPLE'S ANXIETY

Members of the Partnership then discussed an initial plan to address young people's anxiety and the following suggestions were made:

- Short webinars for parents to help them with their children's anxiety (separate ones for primary and secondary)
- Craft activities online – eg for children to produce flashcards to help combat anxiety
- Treasure boxes – adding to when feel good/taking out when things are difficult

- Short videos - Top 10 tips - with young people acting out various scenarios (possible help to be sought from Starmaker, secondary schools' drama and art groups)

It was agreed that:

- Sam Milligan and Paul Cassidy would meet to discuss plans to develop the above and to consider arrangements for a virtual conference for parents around Easter time. Initial thoughts were that this could be a conference with 'break-out' areas on different subjects
- The Town Clerk would contact Matt Hickey at Highwood School to find out if he would be willing to join a group working on addressing anxiety/depression in children.

In addition:

- Councillor Bragg agreed to seek more information from Citizens Advice Wokingham about the project to address mental health in Earley and feed this back.
- The Partnership would make contact with the Schools Learning Alliance about its plans, once they are more formulated, to understand any relevant organisational and educational issues.
- Councillor Rowland would provide Sam Milligan with a list of governors from different schools who meet regularly. Councillor Rowland also said she would be prepared to contact this group about the Partnership's plans, once these were more developed.

FUTURE MEETING DATES

In 2020/21:

6 January 2021, 31 March 2021 - all at 5pm.

The meeting closed at 5.55pm

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LEISURE SERVICES COMMITTEE**BUDGETARY CONTROL 2020/21****Report No. LS 16/20**

EXPENDITURE	Budget 2020/21	Actual Exp as at 31/10/19	Actual Exp as at 31/10/20	Actual Exp as % of Budget	Information
Woodford Park LC & 3G pitch	402610	213218	183783	45.6	Rates, phone & certification over 58%, all other costs under.
Grounds Maintenance	31605	18127	13782	43.6	PPE, cleaning (Covid) phone and repairs over 58%, all other costs under.
Football	22474	11486	6152	27.4	No expenditure on horticultural supplies.
Cricket	12428	7204	3642	29.3	Low expenditure on horticultural supplies.
Bowling Green	15338	8119	7370	48.1	No expenditure on horticultural supplies at this point.
Woodford Park	35992	20177	18946	52.6	All costs at or under 58%.
Memorial Ground	9717	5420	5465	56.2	All costs at or under 58%.
Garden of Remembrance	7274	4024	4228	58.1	Inscription costs at 142% - all other costs under.
Play areas and open spaces	12468	7707	7209	57.8	Play equipment costs at 62%, all other costs under.
Coronation Hall	28837	15077	14724	51.1	Rates and washroom services over 58%, all other costs under.
Chapel Hall	21720	12013	10933	50.3	Rates and washroom services over 58%, all other costs under.
Allotments	19946	11765	9380	47.0	All expenditure at or under 58%.
Amenities	4784	2236	2092	43.7	Street lighting costs at 77%, all other costs under.
Events	12930	4847	840	6.5	No Woodley Carnival contribution or PR/promotions costs incurred.
Public toilet	10501	2675	4207	40.1	Rates higher than 58%, all other costs under.
Youth Services	29000	19014	12676	43.7	Two quarterly payments made to Just Around the Corner charity, in advance.
TOTAL	677624	363109	305429	45.1	
Month 7 - 58%					

INCOME	Budget 2020/21	Actual Inc as at 31/10/19	Actual Inc as at 31/10/20	Actual Inc as % of Budget	Information
Woodford Park LC & 3G pitch	387763	282363	125864	32.5	Includes Furlough Inc of £50,102
Grounds Maintenance	512	410	1432	279.7	Includes Furlough inc of £1,223
Football	5940	7348	5066	85.3	Includes Furlough Inc of £2,447
Cricket	2600	2573	1727	66.4	Includes Furlough Inc of £1,223
Bowling Green	8181	7640	5655	69.1	Includes Furlough Inc of £1,495
Woodford Park	6750	7409	4273	63.3	Includes Furlough Inc of £3,398
Memorial Ground	241	236	1087	451.0	Includes Furlough Inc of £1,087
Garden of Remembrance	520	360	1551	298.3	Includes Furlough Inc of £816
Play areas and open spaces	0	0	952	0.0	Includes Furlough Inc of £952
Coronation Hall	36000	23761	8051	22.4	Includes Furlough Inc of £4,470
Chapel Hall	35000	21985	11750	33.6	Includes Furlough Inc of £3,069
Allotments	13586	343	746	5.5	Includes Furlough Inc of £680
Amenities	0	0	0	0.0	
Events	0	0	0	0.0	
Public toilet	600	181	135	22.5	Toilet closed during lockdown
Youth Services	0	0	0	0.0	SLA - Youth outreach/detached work
TOTAL	497693	354609	168289	33.8	Total Furlough Income of £70,962, other income from Leisure Services: £97,327
NET	179931	8500	137140	76.2	
Month 7 - 58%					

WOODFORD PARK LEISURE CENTRE, SPORTS DEVELOPMENT AND ACTIVITIES

REPORT OF THE LEISURE SERVICES MANAGER

PURPOSE OF REPORT

To inform and update Members on developments at Woodford Park Leisure Centre.

Closure

As of Thursday 5th November the Leisure Centre and all associated facilities closed in line with the latest Government restrictions relating to the coronavirus.

Whilst largely out of our control the news of forced closure is disappointing as business at the Leisure Centre had only recently returned to a good level following the first national lockdown. The Centre had been operating in an exceptionally Covid secure manner with customers, members and hirers all following the protocols put in place to help mitigate the spread of the coronavirus.

All Centre staff have been re-furloughed.

The Centre is ready to smoothly reopen on Wednesday 2nd December however backup plans are in place that relate to a longer closure. We are also preparing for some activities being prohibited should we exit the national lockdown and be placed into a "high" or "very high" tier category (most adult indoor sport was originally prohibited in these two categories).

Budgets had been prepared that related to the three-tier system for regional lockdowns however these are now being restructured to reflect full closure for varying lengths of time.

First Days Children's Charity – Drop Off Point

We have teamed up with First Days Children's Charity to act as a drop off point throughout the lockdown for their Christmas campaign. People are encouraged to drop off books, toys and other potential Christmas presents that the Charity then distributes to children living in poverty in the area.

Further information about the campaign and the charity is available on their website:
firstdays.net/Christmasgiving

Survey

We are currently working on putting together a survey to gauge how customers have felt whilst using the Centre with all of the new restrictions and protocols in place. We are particularly interested in how safe customers have felt, how our new booking procedures have been received and generally what their experience of using the Centre has been like.

RECOMMENDATION

- ◆ **That Members note the contents of the report.**

PARKS AND BUILDINGS

REPORT OF THE DEPUTY TOWN CLERK

Purpose of Report

To inform Members of matters concerning the Town Council's buildings and maintenance of the facilities.

Woodford Park Leisure Centre

Sports Hall lighting

Lamp outages have been changed during the quiet period. This is labour intensive and officers are looking at costings for changing to LED lamps to address this and to reduce energy consumption.

The Flat

A new tenant is moving into the flat above the centre on 20 November. The previous tenant vacated the property on 31 October. A new electrical inspection was carried out and certificate produced to comply with the current requirements.

Woodford Park

Usage

Usage of the park has been high over the lockdown period and the summer, providing a much needed recreation space for residents at a particularly difficult time. The play areas have been permitted to remain open during this lockdown period and are subject to the restrictions and guidelines set out previously by the Government. All sites have appropriate signage in place for this.

Unfortunately the pandemic situation meant the cancellation of the Woodley Carnival and has also meant that it has not been possible to accommodate visiting funfairs and circus events as we would normally. At this point we do not know what will be possible in 2021.

Park Run has not yet restarted.

Tree felling

A number of poplar trees that were in a dangerous condition have been felled along the boundary with St Dominic Savio School. Further works will be required to the remaining trees in this location. Saplings acquired recently through the Woodland Trust may be planted along this boundary to provide habitat for wildlife, which has been lost through the felling of the trees.

Garden of Remembrance

A new memorial seat has been installed near the Garden of Remembrance.

Antisocial behaviour has continued to be a problem over the summer period. The Friends of Woodford Park volunteers have reported on issues they have become aware of and the Grounds Team have frequently found litter, nitrous oxide capsules and debris in the garden. One of the trees was damaged earlier in the year by fire. The PCSO team has been made aware of the issues and although we have opened up sightlines to the garden this is likely to remain a problem over the summer months.

Green Flag Application

Woodford Park was awarded Green Flag status for the third year running. This year was a full judging year requiring the submission of a full management plan for the park. This plan

is published on the Council website. Changes since last year include the completion of the lake regeneration project.

Rotary Garden Memorial Rose Bed

A number of rose bushes have now been planted and Rotary have funding for further plants.

Damaged fencing

A section of knee rail fencing was damaged and vehicle access obtained to the ground near the lake. Some damage was caused to the ground in this area from the vehicle. The fencing and ground have been repaired.

Woodford Park Play Area

The tender for this project has been advertised on the Council's website and Government Contract Finder portal. Eight play companies have responded to the invitation and Officers have met with each of them on site to discuss the project brief. The closing date for submissions is 18 December 2020. Public consultation will be carried out in the new year on shortlisted submissions along with input from the Leisure Services Committee, and further dialogue with providers will ensure a final scheme design that meets the Council's and residents' requirements.

Friends of Woodford Park

The Friends volunteers continue to maintain the beds in the park along with other tasks around the park and in the Garden of Remembrance.

Allotments

The allotments have remained very busy over the summer period. The Tenants Committee organised and carried out the repair of roadways which has particularly improved the area inside the entrance gate.

Several plots have been cleared in preparation for new tenants and there are currently 60 prospective tenants on the waiting list.

There have been a couple of instances of theft with access gained to the site through the perimeter fence, which has subsequently been repaired.

Depot project - update

The tractor building is almost complete with only the shutter doors to be installed. Some concreting of the yard area is remaining to be done. The workshop space for the Buildings Maintenance Team within the existing structure is completed and this will make a huge difference to the team. The office space and Grounds Team workshop area is progressing well and almost complete. The Toilet/shower unit is complete and in use.

Environmental/wildlife

Information on wildlife and environmental initiatives is attached at **APPENDIX A**. This information is updated as initiatives progress or are added.

Community Halls

The main hall at Chapel Hall has been decorated by the Maintenance Team. The other areas of the building will be decorated over the coming weeks.

Bookings remain very quiet in both halls and Officers are keeping in contact with hirers with a view to accommodating as many bookings as it is possible to do, whilst observing the rules in force at the time in relation to the pandemic.

Recommendations

- ◆ **That Members note the contents of the report.**

Wildlife in Woodley

Project	Progress/current situation
Allotments	
Bee hives	<ul style="list-style-type: none"> • Bee keepers agreement / application process in place. • 11 active hives on site. • Tenants Committee managing day to day.
Wild flowers	Wildflowers have been sewn in an area of the site – near to the bee hive enclosure. Wild flowers will encourage pollinators – bees/beetles/butterflies/moths/flies.
Wildlife pond	The pond has been dug out by the Council's Grounds Team. The tenants committee has not yet installed a liner as the pond filled very quickly during wet weather. Additional drainage work in this area of the site is required which will also allow for flood drainage from the pond during very wet periods.
Flowers on plots	Many tenants plant flowers and flowering plants on their plots in addition to vegetable crops.
Natural margins	The natural margins around the perimeter of the site provide habitat for insects, birds, etc
Parks	
Lake Regeneration	This project included reshaping the banks of the lake and the introduction of native flowering pond, marginal planting and reeds to encourage insect populations and provide nesting habitat for birds. Shallower areas also provide habitat for amphibians.
Bird nesting boxes	The Friends of Woodford Park have installed some nesting boxes near the Garden of Remembrance. We are intending to install more around Woodford Park and other park areas – along with bat nesting boxes. The Grounds Team are intending to install nesting boxes – this work has been delayed due to the Covid-19 lockdown situation.
Friends Group flower beds	Flower and shrubs planted and maintained by the Friends group encourage pollinators and insects.
Natural margins	The natural margins around the perimeter of the site provide habitat for insects, birds, etc
Community Orchard / fruit trees	Fruit from the orchard provides food for a variety of insects and birds. Wildflowers will be planted adjacent to the orchard to encourage insects and pollinators.
Limited pesticide use	Pesticide use is limited to areas where persistent weeds are prevalent and for maintenance of the fine turf on the bowls green.
Bug habitat	Logs from felled/damaged trees are left on site to rot and provide habitat for beetles and bugs. A large bug hotel is planned for the island in the lake and will be constructed by the Grounds Team – this work has been delayed due to the Covid-19 lockdown situation.
Wildflowers	Wildflowers are an attractive addition to the park and also encourage pollinators and other insects. We are looking to add additional wild flower areas at all of the Council's open spaces.
Crocus	600+ from WI 100 from WI (FOWP) 4000 from Rotary (FOWP)

TOWN CENTRE TREE GARDEN

REPORT OF THE DEPUTY TOWN CLERK

Purpose of Report

To ask Members to consider the planting options for the walled tree garden area in Woodley Town Centre.

Background

The walled garden area was constructed by Wokingham Borough Council in March 2020 in order to address the issue of unsafe pedestrian areas, caused by root damage from the mature Plane trees at this location. There had been a number of reported incidents of people tripping and falling as a result of the uneven surfacing.

This solution involved the creation of a walled garden to enclose the trip hazard area while retaining the mature trees. The space inside the wall was backfilled with approximately 150mm of topsoil.

The report provided to the Leisure Services Committee on 1 September 2020 included information from the consultation carried out, considerations on the type of planting possible, and information on available funding for the project. The Committee discussed the possibilities and requested that the Council's Grounds Team produce a shortlist of planting options that would include some sensory planting, along with some options for seating in the area. Two options have been produced which provide a mix of planting and would provide an attractive scheme that can be adapted going forwards as community groups become more involved.

Proposed planting options

Option 1

This option would consist of the following initial planting;

- Central planting area of shade tolerant wildflower woodland seed mix
- Peripheral planting of crocus, snowdrops and bluebells

This option would provide a good mix of planting with colour and height, some scented flowers within the woodland mix, and low maintenance. Bulb planting should take place in Autumn with the woodland seed mix sown in late Autumn or early Spring.

Approximate budget requirement **£2,100**

Option 2

This option would consist of the following initial planting;

- Central planting of a selection of shade growing shrubs such as Hydranga, Japonicas, Hellebore, ornamental grass, Hosta, Vibernam and ferns.
- Peripheral planting of crocus, snowdrops, bluebells and wood anemone

This option would provide a good mix of planting in terms of appearance, height, colour and scent. Some larger shrubs should be considered to provide a focal point along with smaller shrubs and ground cover. Bulb planting should take place in Autumn with shrub planting in Spring.

Approximate budget requirement **£4,500**

Both options will require the addition of approximately 30 tonnes additional topsoil which has been included in the costing for each. A costing breakdown is attached at **APPENDIX A**. It is recommended that some thinning of the trees be carried out by Wokingham Borough Council prior to planting to allow more light and stimulate better plant growth. This work has been requested. The Council has also received 4000 crocus bulbs from Rotary that could be used to enhance planting in this area or other areas in the parks.

Community involvement

Both options also provide an attractive initial scheme, that can be adapted, added to and changed going forwards. The garden will be an on-going project with scope for community involvement from individuals and local groups and organisations.

We have received many offers of assistance and involvement that can be accommodated and encouraged in different ways going forwards. There is an opportunity for volunteers to be involved in the initial planting and maintenance, weeding etc during the first season, under the direction of the Grounds Maintenance Manager. There will also be opportunities for groups to become more involved, e.g local schools perhaps with their own planting area. Addington School has already expressed an interest in this going forwards. This involvement could also be encouraged in a wider context – to include existing or new planted areas in the parks e.g. the raised beds at the leisure centre.

In the first instance we would look to arrange volunteer planting days, under the supervision of the Grounds Maintenance Manager and in accordance with social distancing rules etc. that will apply. We can then make arrangements for volunteer maintenance and explore proposals with local schools and groups.

Seating

Careful consideration must be given to the type and location of seating if this is to be installed going forwards. Options may include utilising the wall itself – this is being used for seating already. Accessibility and equality impacts should be considered regarding any new seating to be installed. Options for the type, quantity and location of seating has not yet been fully considered. Proposals will be brought to a future meeting of the Committee for consideration and comment, prior to public consultation.

Funding

The Full Council meeting on 21 July 2020 (Minute No. 18) resolved to allocate funding to the project from Section 106 monies received, following consultation with residents, WTCMI and traders. An offer of funding has also been received from Rotary. The Council currently has £28,000 Section 106 funding available.

Impact assessments/considerations

Equality

There are potential equality impacts in respect of any seating that may be considered. Seating should be inclusive and selected following consultation with appropriate local groups. There is an opportunity to include sensory planting that considers sight – (colourful flowers) and smell (herbs, scented flowers and plants).

Opportunities for community involvement should be explored both in terms of initial planting and on-going maintenance of the garden. Community groups of all kinds can be provided with an opportunity to contribute to the garden. Where issues of access are identified these should be addressed to ensure inclusivity.

Environment

There is an opportunity to provide habitat for insects and pollinators through selection of appropriate plants.

Resources

There is potential funding offered by local organisations such as Rotary. Section 106 funds are also available should the Council wish to allocate funds to the project.

Recommendations

- ◆ **That Members note the contents of the report.**
- ◆ **That Members consider the planting options for the walled garden and allocate funding from available Section 106 monies for this purpose.**

Appendix A

Town Centre Tree Garden

Option 1

30 tonnes topsoil	£700
Shade Wildflower Woodland Seed Mix	£260
3000 Snowdrops	£450
3000 Bluebells	£510
2000 Mixed Crocus	£180
Total	£2,100

Option 2

30 tonnes topsoil	£700
5 tonnes compost	£375
300 assorted plants/shrubs	£1,500
Larger central shrubs	£500
3000 Bluebells	£510
2000 Mixed Crocus	£180
100 wood anemone	£200
Total	£4,500

Woodley Town Council

**Minutes of the Urgency Committee - held via video conferencing on
Monday 5 October 2020 at 6:00pm.**

Present: *Councillors K. Baker (Chairman); D. Bragg; C. Jewell; D. Mills;
P. Wicks*

Officers Present: *D. Mander, Town Clerk; K. Murray, Deputy Town Clerk*

1. **DECLARATIONS OF INTEREST**

There were no declarations of interest made by Members.

2. **MINUTES OF THE MEETING HELD ON 22 SEPTEMBER 2020**

Members noted the minutes of the meeting held on 22 September 2020.

Under this item the Town Clerk reported that a total sum of £73,504.05 from Earmarked reserves had been identified and added to the Council's general reserve, slightly higher than the figure of £71,893.65 reported in the minutes of the meeting on 22 September 2020.

Under this item Councillor Jewell expressed her disappointment that her comments relating to the use of the Urgency Committee to oversee the Council's financial situation had not been reported. She also questioned the urgency of this, given that there had been a meeting of the Strategy and Resources Committee a week earlier. Councillor Jewell believed that this matter could wait until another Strategy and Resources Committee meeting and also suggested that the Urgency Committee membership be reviewed, as part of the Standing Orders review, to allow the Leader of the Opposition or a nominated substitute to attend an Urgency Committee meeting.

3. **WOODLEY TOWN COUNCIL TAX (PRECEPT CONSULTATION)**

The Chairman introduced this item and commented that there was no crystal ball in the current situation and no one could know at this point the level of detail or the actions that may need to be taken in the future, in terms of the Council's financial situation. He also stressed that the Town Council Tax consultation would provide guidance and information to the Council which would be taken into account as part of the budget setting for next year.

The Town Clerk explained that the draft consultation included 4 options of increase in the precept level for residents to respond to. In response to a question from the Liberal Democrat Group about the monthly cost of each option, the Town Clerk had provided this before the meeting to members of the Committee. On current figures the Council was facing a shortfall of around £265,000 and the Council would have a more accurate picture in December/January when the budget and precept need to be set. The Council needed to carry forward a general reserve of at least £231,000 into the 2021/22 financial year. The review of the Earmarked Reserves had released £73,504 and, along with the £14,000 Repairs and Renewals budget also added, the general reserves are currently estimated to be £352,316. It should be noted that some of these funds may be needed to support year-end income or expenditure. The Council also needed to plan going forward into 2022/23 with reasonable reserves levels.

Members then discussed the confidential draft consultation seeking residents' views on the level of Town Council tax increase that households would support for the 2021/22 financial year. This had been provided to all councillors for comment or amendment. The Chairman made it clear that the options to be presented had been generated by officers, for consideration by the Urgency Committee.

Members discussed the comments/questions received from the Liberal Democrat councillors:

How much would each option raise?

A 43p increase would raise an additional £240,638

A 65p increase would raise an additional £360,956

An 87p increase would raise an additional £481,275

A £1.09 increase would raise an additional £601,594

How long would it take to regenerate reserves under each option?

The Chairman confirmed that all the standing committees and Full Council would receive the agenda and minutes from the Urgency Committee meetings. The make up of the Urgency Committee included the 3 chairmen of committees, the Mayor and the Leader of the largest opposition group who should all be able to contribute and guide the Council to deliver the budget.

Councillor Jewell proposed to leave the Group's third comment for a later meeting.

A suggestion that providing the monthly increase figure for each option would better inform residents of the cost as most people budgeted monthly - or providing a percentage increase, which would be more open and transparent.

The Chairman referred to his background in marketing and explained that people relate more to prices of ordinary items, eg a cup of coffee, than percentage increases. This often led to a higher return rate because it was tangible. Councillor Jewell expressed concern about those on lower incomes.

What would happen if residents agree the 43p weekly increase – possibly leading to closures/redundancies – what would the Council close?

The Chairman responded that if this level was not appropriate then the precept charge would have to be higher, if need be. The Council had not so far looked at possible closures or redundancies.

The Council should quantify the amount raised against each option to show the public.

The Chairman responded that this, in terms of marketing, would look huge and residents would be concerned about the level of expenditure, without having further information.

Should there be other choices to give residents ie cutting/not cutting capital projects against less/more precept income.

On this question Councillor Jewell asked whether the Council was spending any money from reserves on projects and said the Council should just be looking at funding repairs and renewals.

The Town Clerk responded to report that ongoing projects at Woodford Park Leisure Centre and the Grounds/Maintenance depot were paid from a Public Works Loan Board loan and that the only other project about to get underway was the new play area behind the Oakwood Centre which had Section 106 funds allocated by Wokingham Borough Council of £200,000. The Council did not have any other projects planned. It was also confirmed that £45,000 allocated this year to the Capital Programme fund had been withdrawn in order to support the Council's General Reserve.

No other comments or amendments were received from members of the Council.

Voting:

FOR	Abstentions
K. Baker	C. Jewell
D. Bragg	
D. Mills	
P. Wicks	
For: 4	Abstentions: 1

Meeting closed at 6:35pm

To: **Members of the Urgency Committee**

Councillors: K. Baker (*Chairman*), D. Bragg, C. Jewell, D. Mills, P. Wicks

NOTICE IS HEREBY GIVEN that a meeting of the Urgency Committee will be held at 6 pm on Monday 5 October 2020, at which your attendance is requested. This will be a virtual meeting, as authorised by the Coronavirus Act (2020), Section 78.



Deborah Mander
Town Clerk

A G E N D A

1. APOLOGIES

2. DECLARATIONS OF INTEREST

To receive any declarations of interest from Members relating to the business of the meeting.

3. MINUTES OF THE MEETING HELD ON 22 SEPTEMBER 2020.

To note the minutes of the meeting held on 22 September 2020 (**Appendix A**). These minutes were included in the agenda of the Council meeting held on 29 September 2020.

4. WOODLEY TOWN COUNCIL TAX (PRECEPT) CONSULTATION

- a) To note the confidential draft consultation document seeking residents' views on the level of Town Council tax increase that households would support for the 2021/22 financial year (**Appendix B**).
- b) To note that the draft consultation document (marked confidential) was provided to all Town Councillors on 1 October 2020 and who were invited to make comments on or amendments to the draft by Sunday 4 October 2020.
- c) To consider any comments and suggestions received from Councillors and to make any amendments to the draft consultation document, as agreed.
- d) To approve the final draft of the consultation document.
(Current timings are to print the consultation document on 6 October and to start delivery to all households from 8 October 2020.)



Consultation on Woodley Town Council Tax

This is an important question about the funding of
Town Council Services in 2021/22.

Dear Resident

Financial problems caused by Covid-19 mean that the Town Council is facing a difficult year in 2021/22. To continue to deliver our services we need to increase the level of Town Council tax (the precept).

We work for the people of Woodley and pride ourselves in providing good facilities and services for the town. We want to be able to continue to do this. If each household pays a little more next year, we should be able to protect the community of the town and keep its service and facilities for years to come.

For more information please see overleaf, or contact taxconsultation@woodley.gov.uk

Please reply. It is important that we hear from as many local people as possible.

Please tick ONE box, then cut off this section of the card and return it to us by putting in in your local Royal Mail post box.

To save the Council money you can:

- Add a stamp to the reply card
- Put the reply card in the collection box at the Oakwood Centre
- Answer online at www.woodley.gov

-----✂-----Please complete, tear off and return the section below-----✂-----

The Question

We have four options to increase the precept in 2021/22. This will be added to your Council Tax.

Which one do you choose?

For a Band D house:	Amount of Increase per week per household	What this means, (Depending on how the Covid-19 situation develops)	Please tick one box to show your choice
Option A	£0.43p per week	We would have to reduce/close Town Council Services	<input type="checkbox"/>
Option B	£0.65p per week	We would have to reduce some Town Council Services but could run some	<input type="checkbox"/>
Option C	£0.87p per week	Some services may be reduced but we could run most services as they used to be	<input type="checkbox"/>
Option D	£1.09 per week	Services could run as they used to be	<input type="checkbox"/>

What is your Postcode? _____

Woodley Town Council income comes from an amount you pay as part of your Wokingham Borough Council tax (the precept) and income from our facilities.

This year, our income from facilities was expected to be £763,000. Due to COVID-19 it could be less than £200,000. We will have to use a significant amount of our reserves to cover this shortfall. We need to increase the precept next year to cover the lost income and make sure we have a safe level of reserves.

If we do this, we can continue to provide services and facilities in Woodley. The extra amount will be added to your council tax next year.

The amount you pay will help to fund many local facilities and community activities.

These include

- Local parks (including Woodford Park, Malone and Wheble Parks and Bulmershe Open Space)
- Woodford Park Leisure Centre and The Gym on the Park
- The allotments at Reading Road, the Garden of Remembrance and Centre Stage
- Halls for hire (Coronation and Chapel Halls, the Oakwood Centre)
- Maintaining designated bus shelters, the public toilet, street lighting, noticeboards, public seating
- Providing detached youth work in the town
- Contributions to the Town Centre and community activities and events.



Add a stamp
to save the
council
money

FREEPOST
Woodley Town Council
The Oakwood Centre
Headley Road
Woodley
Berkshire
RG5 4JZ

Woodley Town Council

**Minutes of the Urgency Committee - held via video conferencing on
Monday 9 November 2020 at 5:00pm.**

Present: *Councillors K. Baker (Chairman); D. Bragg; C. Jewell; D. Mills;
P. Wicks*

Officers Present: *D. Mander, Town Clerk; K. Murray, Deputy Town Clerk
L. Matthews, Committee Officer*

1. **APOLOGIES FOR ABSENCE**

There were no apologies for absence.

2. **DECLARATIONS OF INTEREST**

There were no declarations of interest made by Members.

3. **MINUTES OF THE MEETING HELD ON 5 OCTOBER 2020**

Members noted the minutes of the meeting held on 5 October 2020.

4. **ACTUAL AND ESTIMATED INCOME AND EXPENDITURE 2020/21**

The Town Clerk presented the updated income and expenditure spreadsheet as at 30 October 2020, as shown in Agenda Appendix B. She explained that the October income figure of £33,924 included quarterly payments that had been invoiced by the leisure centre and the Oakwood Centre for the period ending in December. As the leisure centre and the Oakwood Centre were now closed, some of this income would have to be carried forward until the premises could open again, or may have to be refunded. Therefore, the income figure for November might be zero, or even a minus figure, and the income figure for subsequent months could also be affected.

The Town Clerk noted that the savings previously identified in the earmarked reserves had been moved into the general reserve and therefore the projected general reserve figure to be carried forward to next year had increased from the previous report. She also explained that the estimated income figures for January to March 2021 assumed that the leisure centre would open again in January. The Town Clerk agreed to add an explanation of the assumptions made when compiling the estimated figures in future reports.

It was noted that principal councils were conducting a review of the eligibility for single persons Council Tax discount of 25%. This could impact on the Town Council's tax base figure and Councillor Baker agreed to contact the Deputy Chief Executive and Chief Finance Officer at Wokingham Borough Council to establish the possible impact on the Town Council's tax base.

5. **EARMARKED RESERVES**

Members noted the updated information provided regarding the earmarked reserves, as shown in Agenda Appendix C.

Councillor Jewell questioned whether money should be earmarked for refurbishment of playgrounds at this time and suggested that it would be sufficient just to ensure that the play equipment was safe and properly maintained. The

Town Clerk pointed out that the initial review of the earmarked reserves had identified the savings that could be made without having to make difficult decisions on the Council's spending intentions. Further savings, requiring more difficult decisions to be taken, could be considered in the future, if necessary.

6. **WOODLEY TOWN COUNCIL TAX (PRECEPT) CONSULTATION**

Members noted the information given in the agenda regarding the progress of the consultation that was currently being undertaken. The deadline for responses to be received was 16 November and the Town Clerk agreed that a reminder asking people to respond would be posted on the Council's website and social media.

It was agreed that when the final results of the consultation had been analysed, the data would be presented to the Strategy and Resources Committee. As the next Strategy and Resources Committee meeting was scheduled for 24 November, and the consultation data was unlikely to be available by then, it might be necessary to hold an extraordinary meeting of the Strategy and Resources Committee for this matter to be considered.

7. **REVIEW OF BUDGET SPENDING**

The Town Clerk informed members that the review of the 2020/21 budget was currently being undertaken. She explained that due to the current lockdown, there were fewer staff working, but she hoped that the review would be completed by the end of the week. The Town Clerk agreed that the results of the review would include notes on the assumptions that had been made.

8. **PUBLIC WORKS LOAN BOARD - LOAN EXTENSIONS**

The Town Clerk informed Members that she was preparing an application to the Ministry of Housing, Communities and Local Government (MHCLG) to extend the payment dates of the Council's annuity loans (seven in total) by two years. It was not proposed that the Council seek to extend the three loans relating to the £2M, borrowed to build the Oakwood Centre (maturity loans payable from 2025/26 in three tranches). A spreadsheet giving details on the Council's existing loans is attached at Agenda Appendix E.

In reply to a question regarding the annuity loans taken out in the 1980s, on which a high interest rate was being paid, the Town Clerk informed Members that it was not possible to reduce the interest rate and the penalties that would be charged if the loans were paid off early did not make this a feasible course of action. The Town Clerk explained that it was her understanding that by extending the payment dates of the annuity loans the Council would not incur any additional expenses, as the loans would not cost any more, but would just be paid off later.

Councillor Jewell asked how approval would be given for the loan extension applications to be made, and Councillor Baker replied that in order to prevent delays, the applications would be approved by the Urgency Committee and the standing committees and Full Council would be informed of the actions taken. The chairmen of the standing committees and the leader of the largest opposition group sat on the Urgency Committee and could consult their members prior to any meeting, if they felt it was appropriate. The Town Clerk apologised for not issuing electronic copies of the agenda to Committee members for this meeting, but this had been due to time constraints. Printed copies of the agenda had been delivered to Committee members. In future, a printed copy of the agenda and an electronic copy would be provided to the Urgency Committee members.

In reply to a question, the Town Clerk said that MHCLG had confirmed that making an application for an extension to the loan payment dates in the current

circumstances would not affect the Council's credit rating, and she did not believe that this would have a detrimental effect on the Council's chances of being approved for future loans.

9. **TO NOTE THE FOLLOWING ACTIONS UNDERTAKEN IN RESPECT OF THE COUNCIL'S FINANCIAL SITUATION**

RESOLVED:

- ◆ To note the following actions undertaken in respect of the Council's financial situation:
 - Review of the Earmarked Reserves and capital expenditure resulting in £73,506 being transferred to the General Reserve, giving a new total of £577,718, as shown in Agenda Appendix C.
 - Roll out of the consultation on a precept increase - delivered to 10,755 households. The consultation ends on 16 November. At the last count (on 6 November) a total of 2,083 cards or responses via the website had been received.

Before the meeting ended, The Town Clerk informed Members that she would be contacting Theresa May and Matt Rodda, the two Woodley Members of Parliament, to notify them that the Town Council had not received any financial help from Wokingham Borough Council from the funds given to principal authorities by the Government, and to ask them to lobby the Government for assistance on behalf of town and parish councils. She would also ask the Members of Parliament to seek clarification from Government regarding whether town and parish councils could apply for financial aid in respect of lost income from leisure centres forced to close during lockdown, as principal authorities were able to do.

Meeting closed at 5:48pm



The Oakwood Centre, Headley
Road, Woodley, Berkshire, RG5 4JZ
Tel: 0118 9690356
www.woodley.gov.uk

To: **Members of the Urgency Committee**

Councillors: K. Baker (*Chairman*), D. Bragg, C. Jewell, D. Mills, P. Wicks

NOTICE IS HEREBY GIVEN that a meeting of the Urgency Committee will be held at 5 pm on Monday 9 November 2020, at which your attendance is requested. This will be a virtual meeting, as authorised by the Coronavirus Act (2020), Section 78.

A handwritten signature in black ink that reads 'Deborah Mander'.

Deborah Mander
Town Clerk

A G E N D A

1. APOLOGIES

2. DECLARATIONS OF INTEREST

To receive any declarations of interest from Members relating to the business of the meeting.

3. MINUTES OF THE MEETING HELD ON 5 OCTOBER 2020.

To note the minutes of the meeting held on 5 October 2020 (**Appendix A**). These minutes will be included in the agendas of the Leisure Services, Planning and Community and Strategy and Resources Committees and Full Council on 8 December.

4. ANNUAL ESTIMATED INCOME AND EXPENDITURE

To receive the updated income and expenditure spreadsheet as at 30 October 2020. (**Appendix B**).

5. EARMARKED RESERVES

To receive the updated earmarked reserves as set out in **Appendix C**.

6. WOODLEY TOWN COUNCIL TAX (PRECEPT) CONSULTATION

To note that 10,755 consultation cards were delivered to households in Woodley by 3 November. So far there has been a 19.4% return rate; 8.15% via the website and 11.25% by returning cards either by post or delivery at the Oakwood Centre. Helen Masey, who has helped the Council conduct the survey has confirmed that this is a very good return rate. The consultation closes on Monday 16 November.

7. REVIEW OF BUDGET SPENDING

Officers are reviewing the 2020/21 budgets in preparation for the forthcoming budget process. This exercise will also assist with the requirements in submitting a request for loan extensions.

8. PUBLIC WORKS LOAN BOARD - LOAN EXTENSIONS

To note that the Town Clerk is preparing an application to the Ministry of Housing, Communities and Local Government (MHCLG) to extend the payment dates of the Council's Annuity Loans (seven in total) by two years. This is because of the nature of the Council's income and the impact that Covid is having on activities where people are in close proximity to each other which is likely to be the case for another year or so. It is not proposed that the Council seek to extend the three loans relating to the £2M. borrowed to build the Oakwood Centre (Maturity loans payable from 2025/6 in three tranches).

Attached at **Appendix D** is the letter and form from MHCLG giving details of the process. The application from the Council has to be made by 20 November 2020.

Attached at **Appendix E** is a spreadsheet showing the Council's existing loans and payment amounts and expiration dates.

8. TO NOTE THE FOLLOWING ACTIONS UNDERTAKEN IN RESPECT OF THE COUNCIL'S FINANCIAL SITUATION

- i) Review of the Earmarked Reserves and capital expenditure resulting in £73,506 being transferred to the General Reserve, giving a new total of £577,718 (see **Appendix C**).
- ii) Roll out of the consultation on a precept increase - delivered to 10,755 households. The consultation ends on 16 November. At the last count (6 November) a total of 2083 cards or responses via the website had been received.

**THIS PAGE IS INTENTIONALLY
LEFT BLANK AS THE CONTENT IS
CONFIDENTIAL**

WOODLEY TOWN COUNCIL

EARMARKED RESERVES	Opening Balance	Net Transfers	5/11/20 Closing Balance	Amounts transferred to General Reserve		
					Unspent funds	Funds that have been released
325 O/C Marketing reserve	86.86	-86.86	0.00	86.86		
339 Mayoral Regalia	1,610.40	-1,610.40	0.00	1,610.40	Unspent funds	
340 Bookings Software Reserve	30,000.00	-30,000.00	0.00	25,475.00	Bookings software fund - lower than anticipated cost of suitable software	
349 Speedwatch Reserve	1,246.08	-1,246.08	0.00	1246.08	Remainder of speedwatch funds allocated	
320 Capital Programme Fund	39,718.56	-8,352.00	31,366.56	45,000.00	Capital Programme Fund for equipment and small projects - these are agreed by Council	
358 WPLC Gym Reserve Fund	85.71	-85.71	0.00	85.71		
338 Play Area Reserve	22,662.06		22,662.06		Fund for play area refurbishment, equipment replacement.	
345 WPLC Bursary Fund	1,500.00		1,500.00		Woodford Park LC - funds for staff training	
348 Allotment Toilets	1,595.00	55.00	1,650.00		Fund to maintain on site toilet and emptying of septic tank	
341 3G Pitch Carpet Replacement Fund	48,000.00		48,000.00		Condition of grant for 3G pitch that Council allocate funds each year towards carpet replacement	
321 Buildings & Facilities	28,688.94	-7,378.85	21,310.09		Funds for larger repairs /refurbishment at Council's properties	Funds allocated
322 WPLC Roof Fund	0.00	40,000.00	40,000.00	S & R 15/9/20	Funds allocated for new roof at Woodford Park Leisure Centre	for
323 Cap-Receipt-Assets	89,400.00		89,400.00		Capital receipt in respect of former arrangement re Woodley Airfield Centre	specific
326 Maintenance Workshop Project	61,102.85	-36,410.69	24,692.16		Depot/Maintenance building project	
332 WPLC Changing Room refurb	10,000.00		10,000.00		Fund for refurbishment of football changing rooms at Woodford park Leisure Centre	purpose
336 Oakwood Centre Roof funds	0.00	3,485.41	3,485.41	S & R 15/9/20	Funds allocated for roof repairs at the Oakwood Centre	
342 Youth shelter	686.73		686.73		Funds for repairs to youth shelter - Section 106 funds allocated to Council	
343 CYP Loddon Mead Project	2,500.00		2,500.00		General project at Loddon Mead - intended for purchase of steel container for use at the site	
346 WPLC Community Sports Grants	8,334.22	-50.00	8,284.22		Sports grant funding received by Woodford Park Leisure Centre - to be spent on sports activities	
347 Election Reserve	0.00		0.00		Reserve to be built up over 4 years to fund all out elections	
351 WPLC Refurbishment Project	31,169.42		31,169.42		Funds allocated from Public Works Loan Board for works on the reception area	
353 Allotment Security	333.23	55.00	338.23		Funds used for security of site	
355 Anxiety Self Help Fund	778.75		778.75		Fund allocated for anxiety self help parents groups	
356 Loddon Mead Art Project	800.00		800.00		Fund allocated for Art project at Loddon Mead	
357 Clock/Pagoda Reserve	2,983.83		2,983.83		Funds from Wokingham BC towards repair costs for pagoda and clock in town centre	
360 CIL Funds	37,875.61	80,633.59	118,509.20			Could be considered in future
330 Repairs and Renewals Fund	25,369.28		25,369.28		For purchase of items such as computer equipment, tables & chairs ,desks etc	
333 Special Projects Fund	25,040.30		25,040.30		Fund used for start up of potential projects	
334 TCMI Fund	37,064.68	-5,710.51	31,354.17	N/A	TCMI Funds	
337 Sinking Fund Balance	19,372.72	-10,852.49	8,520.23	N/A		
350 Capital Receipt RSV (INV)	39,105.00	-39,105.00	0.00	N/A		
354 Investment Adjustment Account	1,394,335.54	67,320.52	1,549,255.66	N/A		
361 Town Centre 106 funds	0	28,112.80	28,112.80	N/A	Section 106 funds for town centre	
Total	1,961,445.77	78,773.73	2,127,769.10	73,504.05	Total of £73,506.05 transferred to General Reserve - as approved by Urgency	
					In addition £14,000 allocated to Repairs and Renewals in the 2020/21 budget will be allocated to the General Reserve, giving a total of £87,506.05.	



From: Parish Borrowing Parish.Borrowing@communities.gov.uk
Subject: RE: Woodley Town Council - Loan payments and request for extension of loan terms
Date: 22 October 2020 at 10:16
To: Deborah Mander townclerk@woodley.gov.uk
Cc: Parish Borrowing Parish.Borrowing@communities.gov.uk, PWLB Nilo.PWLB@dmo.gov.uk

Dear Deborah,

Thank you for your enquiry regarding what support can be offered in relation to your current PWLB loan repayment(s). In order to be considered for a waiver of any late fees incurred as a result of going into arrears, you will need to fill out the attached template and meet the criteria which have been set out.

Please find attached the application form. All supporting evidences and the application form must be sent to this email.

I would kindly appreciate a reply by **FRI 20 NOVEMBER** in order to proceed with the application.

Your completed application will be used to assess the parish or town council's ability to meet the original repayment date. Where it is evident there is a need for a temporary relief we will look to agree a revised repayment date for your next loan repayment and will advise the DMO to waive the late fees which would normally be incurred in the interim. Please note it is ultimately the decision of the DMO to waive the late fees and that this support will only be considered where a revised date can be identified and met. Moreover, it is the responsibility of the town or parish council to ensure that the terms and conditions of the original loan continue to be met.

If your application is approved, we will confirm a temporary revised repayment with you and advise the PWLB lending facility acting on behalf of HMT to waive the late fees relating to the late repayment in the intervening period.

Important Information:

- The terms and conditions of the loan(s) on which they were advanced remain unchanged.
- The DMO will continue to issue repayment notices around 28 calendar days before each repayment as this is an automated process.
- If your application is approved, the DMO will switch off the direct debit process and the authority will be expected to make all repayments manually until such time that it is agreed that the direct debit process can be reinstated.
- Please note that if your next repayment is due within 10 calendar days of the deferred repayment agreement then it may still be collected by direct debit. The DMO cannot halt the process but will not chase the authority if it fails due to lack of funds.
- The authority should note that any repayment successfully collected by direct debit cannot be returned.

If you have any questions or would like to discuss this further, please do not hesitate to contact me.

Kind regards,
Nathalia

Nathalia Pulice



Ministry of Housing,
Communities &
Local Government

APPLICATION FORM FOR A TEMPORARY REVISED REPAYMENT DATE FOR
A PARISH OR TOWN COUNCIL IN ENGLAND

1. Name of Council				
2. Name of Clerk				
Working Address: (inc. Postcode)				
Email address				
Telephone				
3. Name of Local County Association				
Name of County Association Officer				
Email address				
4. Details of the loan(s)	PWLB Borrowing Approval Reference(s)	Amount Borrowed £	Current loan principal outstanding £	Loan Repayment (1/2 yearly cost) £
	1)	£	£	£
	2)	£	£	£
	3)	£	£	£
	4)	£	£	£
5. Information on the amount(s) that will be delayed for each of the loans	The amount that will be delayed £	Original repayment date	Preferred deferred repayment date	Preferred date for reinstating your Direct Debit
	£			
	£			
	£			
	£			



Ministry of Housing,
Communities &
Local Government

<p>6. Why do you not think you can meet your loan repayment(s)?</p>			
<p>7. Which income streams have been affected by Covid-19 which have resulted in the inability to meet your upcoming loan repayment(s)?</p>			
<p>8. What was your original PLAN B scenario, and have you exhausted all of your options? <i>(where applicable to the application which was submitted)</i></p>	<p>Outline your PLAN B options</p>	<p>Please circle the appropriate boxes below</p>	
	<p>Reserve Balance</p>	<p>YES</p>	<p>NO</p>
	<p>Reprioritise your expenditure</p>	<p>YES</p>	<p>NO</p>
	<p>Increase precept</p>	<p>YES</p>	<p>NO</p>



Ministry of Housing,
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Local Government

	(other)	YES	NO
	(other)	YES	NO
9. Have you provided the following supporting evidence and explanation?	Please circle the appropriate boxes below		
a) 19/20 Budget	YES	NO	
b) original 20/21 budget	YES	NO	
c) revised 20/21 budget <i>(showing any income streams that have been affected by Covid-19)</i>	YES	NO	
d) reserves statement/projections	YES	NO	
e) What portion (£ and %) of your expenditure is flexible (uncommitted expenditure)?	Please write/type your answer below		
10.			
SIGNED (Clerk of the Council)			
NAME			
DATE			
SIGNED (Responsible Financial Officer)			
NAME			
DATE			

Woodley Town Council Loans as at 31/3/2021

Loan Ref	Amount	Taken out	Term (yrs)	% interest	Annual payment	Ends	Total cost	Purpose of loan	Type of loan	Capital Balance	Unexpired term as at 31/3/21
485429	1,225,000	30/03/01	25	4.75	58,187.50	30/09/26	1,454,687.50	Oakwood Centre - construction	Maturity	1,225,000	5.5 years
484459	500,000	07/07/00	25	5	25,000.00	30/09/25	625,000.00	Oakwood Centre - construction	Maturity	500,000	4.5 years
484069	275,000	31/03/00	25	5	13,750.00	30/09/25	343,750.00	Oakwood Centre - construction	Maturity	275,000	4.5 years
467556	85,000	04/10/89	40	9.75	8,475.57	30/09/29	339,022.80	Airfield centre construction	Annuity	51,741	8.5 years
460907	200,000	16/09/86	40	9.875	20,176.90	31/03/26	807,076.00	Extension of sports hall & alterations to lesiure centre	Annuity	89,732	5 years
454569	43,000	18/07/84	60	11.625	5,004.42	31/03/44	300,265.20	Chapel Hall - refurbishment	Annuity	40,189	23 years
489575	120,000	Jan-05	26	4.65	8,001.78	30/09/31	208,046.28	Oakwood Centre - additional costs	Annuity	65,883	10.5 years
504186	255,000	Jun-15	15	3.03	21,281.16	26/06/30	319,217.40	3G pitch, refurbishment tennis/netball court, new car park and resurfacing of main car park and access road	Annuity	190,174	9 years, 3 mths
505314	110,000	Aug-16	10	1.27	11,748.12	31/08/26	117,481.20	Gym on the Park WPLC	Annuity	73,074	4 years, 5 mths
507873	240,000	01-Oct-18	25	2.76	13,353.44	01/10/43	333,836.00	Lake project, maintenance workshop, WPLC refurbishment	Annuity	229,766	22 years , 6 mths
	3,053,000				184,978.89		4,848,382.38			2,740,559	